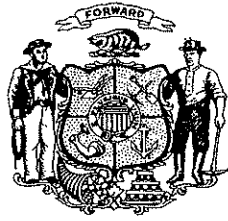


# STATE OF WISCONSIN

SENATE CHAIR  
**Howard Marklein**

316 East, State Capitol  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: (608) 266-0703



ASSEMBLY CHAIR  
**Mark Born**

308 East, State Capitol  
P.O. Box 8952  
Madison, WI 53708-8953  
Phone: (608) 266-2540

## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Howard Marklein  
Representative Mark Born

Date: December 27, 2022

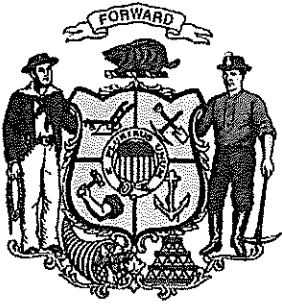
Re: DOC Report to JFC

Attached is a report on the use of overtime in each state adult correctional institution for fiscal year 2022 from the Department of Corrections, pursuant to s. 301.03(6t), Stats.

This report is being provided for your information only. No action by the Committee is required. Please feel free to contact us if you have any questions.

Attachments

HM:MB:jm



# Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

December 23, 2022

Senator Howard Marklein  
Co-Chair, Joint Committee on Finance  
Room 316 East  
State Capitol  
P.O. Box 7882  
Madison, WI 53707

Representative Mark Born  
Co-Chair, Joint Committee on Finance  
Room 308 East  
State Capitol  
P.O. Box 8952  
Madison, WI 53708

DEC 27 2022

*St. Finance*

Dear Senator Marklein and Representative Born:

Attached in compliance with s. 301.03 (6t) is the Department's information on the use of overtime in each state adult correctional institution for fiscal year 2022, with the stated reasons for the overtime. Should you have any questions related to this information please contact Steve Krallis at 608-240-5405.

Sincerely,

Kevin A. Carr, Secretary  
Department of Corrections

cc:

Michael Queensland, Senate Chief Clerk  
Jared Hoy  
Sarah Cooper

Melissa Roberts  
Stephanie Hove

Edward A. Blazel, Assembly Chief Clerk  
Doug Percy  
Paul Kemper

Ray Woodruff  
Steve Krallis

Attachment

### Division of Adult Institutions Overtime Costs

INSTITUTION	FY22 TOTAL
Columbia Correctional Institution	\$4,091,119
Chippewa Valley Correctional Treatment Facility	\$1,094,690
Dodge Correctional Institution	\$7,856,310
Fox Lake Correctional Institution	\$4,026,410
Green Bay Correctional Institution	\$4,243,503
Jackson Correctional Institution	\$2,717,990
Kettle Moraine Correctional Institution	\$4,164,865
Milwaukee Secure Detention Facility	\$3,859,830
New Lisbon Correctional Institution	\$3,341,296
Oakhill Correctional Institution	\$3,797,255
Oshkosh Correctional Institution	\$6,821,607
Prairie Du Chien Correctional Institution	\$1,725,012
Racine Correctional Institution	\$6,438,987
Redgranite Correctional Institution	\$3,323,698
Racine Youthful Offender Correctional Facility	\$1,825,576
Stanley Correctional Institution	\$4,692,861
Taycheedah Correctional Institution	\$5,050,343
Wisconsin Correctional Center System	\$2,386,812
Waupun Correctional Institution	\$5,316,398
Wisconsin Resource Center	\$856,906
Wisconsin Secure Program Facility	\$2,525,171
<b>Summary Correctional Institutions</b>	<b>\$80,156,639</b>

From FY20 to FY22, overtime increased by \$20,224,904 and 310,847 hours. Position vacancies accounted for the greatest amount of overtime in FY22. Vacancies cause current staff to fill designated shifts and result in increased overtime.

Since March 2020, the Division of Adult Institutions has also been tracking COVID-19 overtime for jobs related to Pandemic Screening and Pandemic leave coverage.

The Department of Corrections (DOC) is constantly evaluating ways to increase staff retention and reduce overtime costs.

## OVERTIME DEFINITIONS

### A. Correctional Officer and Sergeant Overtime

Selection includes overtime accumulated by Correctional Officers and Sergeants. In cases where overtime is associated with several categories, overtime is accounted for under the first relevant category listed below. Before filling a post which has a vacancy with use of overtime, institutions determine if the post can and/or should be left vacant.

1. Medical Vigils – Persons in our care (PIOC) hospitalization involving an admission to the hospital which caused overtime.
2. Service Overtime - Any Department incurred un-reimbursed overtime hours that are associated with supervision of PIOC's while providing services to organizations internal or external to the Department (such as services provided through use of work crews).
3. Position Vacancy Assistance - 2022 Overtime resulting from assisting another institution with position vacancies.
4. Special Posts – Overtime resulting from a post needed which may not be staffed by authorized positions of the institutions due to commitment of those positions to already existing and necessary posts. *Institution must receive written approval from the Administrator's office beforehand.*
5. Sick Leave – An officer or sergeant calls to say they won't be at their scheduled post due to illness.
6. Position Vacancy – Overtime resulting from an employee scheduled to provide coverage which normally would be provided by another authorized position which is vacant.
7. Construction Projects – Construction projects for which overtime hours were accrued. Hours are typically necessary due to the implementation of special security procedures associated with construction crews entering and leaving institutions, or supervision of work sites.
8. Trips– Overtime incurred for any PIOC transportation other than travel related to medical vigils.
9. Training – Overtime generated due to employee participation in training activities.
10. Personnel/Employment Relations - Investigations, administrative leave with pay, staff related court hearing/testimony, grievance hearings or suspensions resulting in overtime.
11. Security Emergency – Major incident, lockdown, security fence or gate issues, disturbance and non-routine cell searches.
12. Miscellaneous – All other overtime not covered by the above categories. Examples include military leave, late relief, area search for missing tools, paperwork, cell extraction, as well as other causes.
13. COVID - Overtime from jobs related to Pandemic Screening and specific Pandemic temporary additional functions. Overtime resulting from covering sick leave for the Pandemic whether the individual had the virus, a family member had the virus, the individual was quarantined or child care/family obligations due to the pandemic. Category created in FY21.

**B. Other Institutional Coverage** - Straight overtime earned by Supervising Officers, overtime incurred by health care workers, and overtime incurred by non-security personnel such as support staff.

# **DIVISION OF ADULT INSTITUTIONS**

[illegible]